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OCSS-M81-159
02 April 1981

MEMORANDUM FOR: Director of Communications

25X1 FROM: [REDACTED]

Chief, Support Services Division, OC

SUBJECT: Monthly Narrative Summary Report -
March 1981

25X1 [REDACTED]

2. The Office of Communications top secret account was audited by the Office of Security on 25 February. OC's documents and practices are in compliance with Agency requirements. [REDACTED]

3. A PMCD representative is currently reviewing all outstanding requests pending with that office. It is anticipated that our staffing complement will reflect all of the changes by the end of this month. [REDACTED]

4. On 04 March 1981, the OC Coordinator for Family Information (FIC) visited the Agency's newly opened Family Employee Liaison Office (FELO) at the Ames Building, and the Family Liaison Office (FLO) at [REDACTED]. The FELO office is located on the 3rd floor, room 312, of the Ames Building in Rosslyn. The FELO, which is essentially designed to provide the same services to employees as our FIC, is open to all Agency employees and their dependents. The purpose of the visits was to exchange ideas and discuss problems of mutual interest. The FIC will continue to visit these offices on a regular basis in order to maintain a close liaison. [REDACTED]

5. Personnel Branch is in the process of developing a computerized system for recording RYBAT information. [REDACTED]

6. Meetings were held with the Director, OPP&M and Chief, Psychological Services Staff to discuss ways of improving our employment advertising and testing for OC applicants. Response to our ads has been disappointing, and the ratio of those applicants who respond versus those who pass the initial testing is very low. [REDACTED]

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8. The Compartmentation Control Staff, under the direction of [REDACTED] has been established to replace the APEX Control Staff, which is disestablished. The Compartmentation Control Staff is located in Room 5E38 Headquarters Building. Work on activation of the APEX Special Access Control System has been suspended in anticipation of White House action to withdraw the directive establishing it. The Compartmentation Control Staff will be responsible for the security and administration of special access programs for protecting sensitive intelligence sources and methods. [REDACTED]

9. On 23 March 1981, the DCI approved an "Addition to Compensation" payment for personnel assigned [REDACTED] This payment is designed as an incentive for employees to accept assignments to those areas. Its purpose is to offset the added living costs for our employee in those areas as compared to the same costs in the Washington, D.C. area. The "addition to compensation" will equal to 15 percent of the employee's base pay and will be effective 05 April 1981. [REDACTED]

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